

# Login to Citrix with A RSA TOKEN



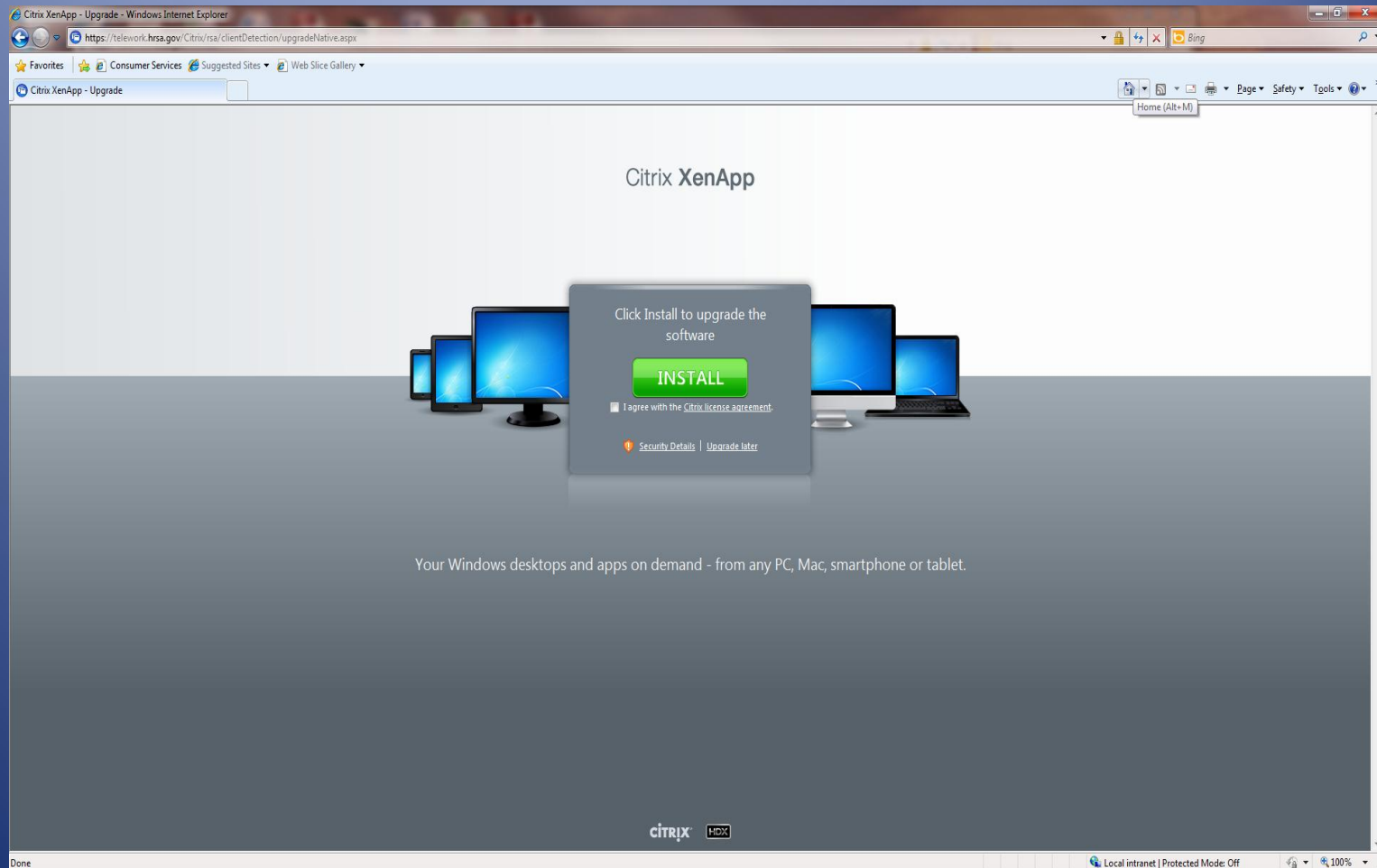
A RSA Token is a mechanism developed for performing two factor authentication.

*\*HRSA users with an approved Citrix account can request a RSA Token if they:*

- 1. Are not assigned to Headquarters (Parklawn Building)*
- 2. Will use a Macintosh to access HRSA's network*

# Login with RSA Token for the first time

If logging into Citrix for the first time and this screen appears, **DO NOT INSTALL**. Please contact the Help Desk at (301) 496-4357.



# Login with RSA Token for the first time

If you have a RSA Token already assigned to you and are logging in for the ***first time***, you will need to create a pin code specifically for your RSA Token.

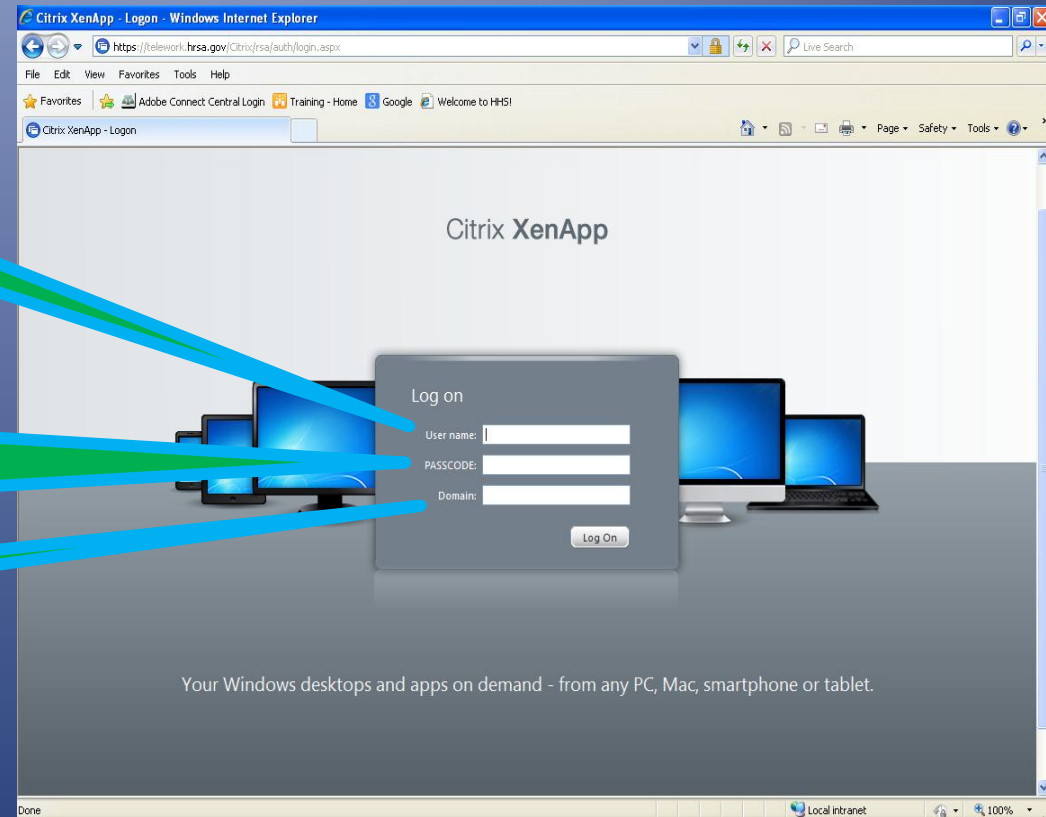
Step 1. Enter you User name, RSA token PASSCODE and Domain (HRSA) .



Enter your HRSA  
username e.g. Jdoe

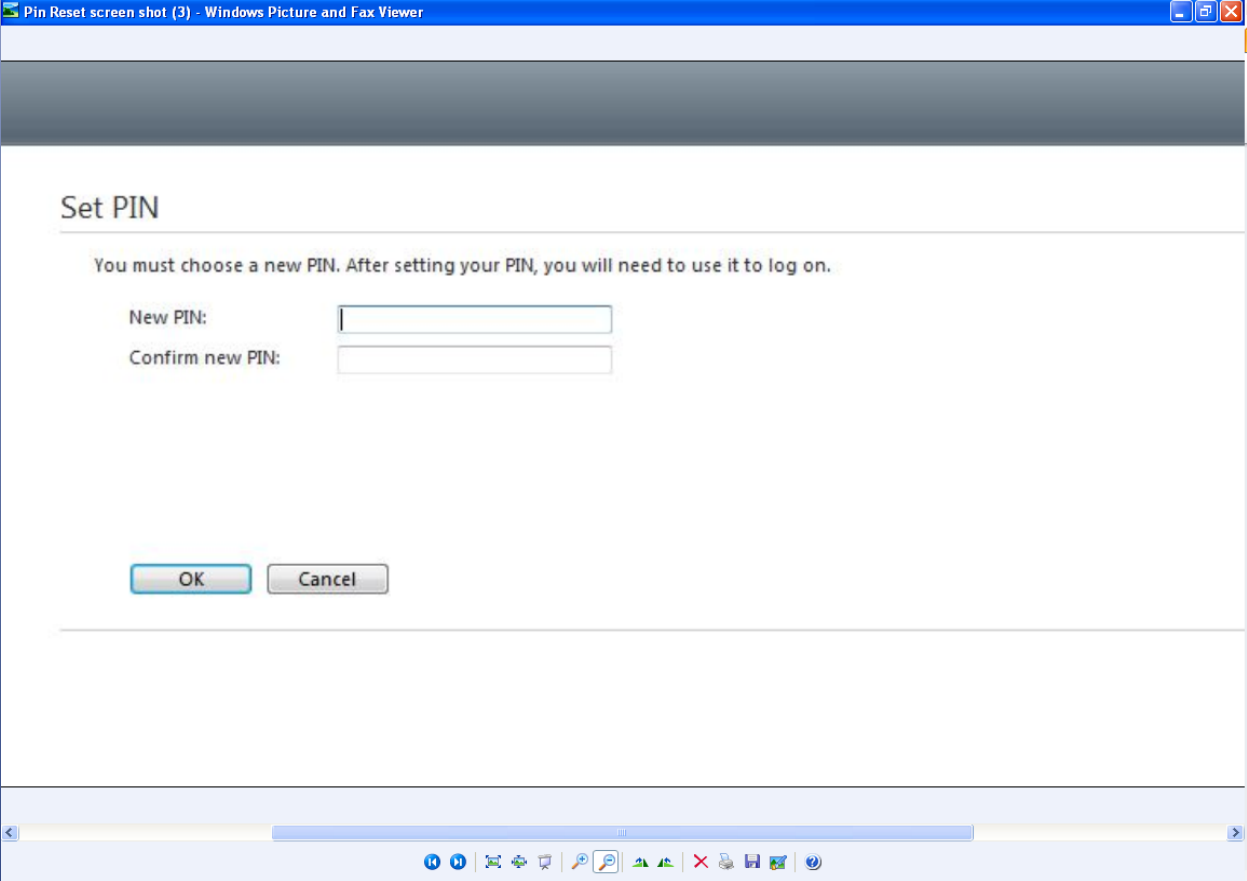
Type in the PASSCODE that is  
displayed on your RSA Token.  
(The PASSCODE displayed will  
change every sixty seconds)

Enter your domain  
e.g. HRSA



# Login with RSA Token for the first time

Step 2. Create a 8 digit PIN code. Please remember this PIN as you will need this in addition to your RSA Token Secure ID code to login to Citrix with a RSA Token.



The screenshot shows a Windows window titled "Pin Reset screen shot (3) - Windows Picture and Fax Viewer". The window displays a "Set PIN" dialog box. The dialog box has a title bar and a main content area. The title bar is blue with standard Windows window controls. The main content area has a white background. The title "Set PIN" is displayed in a bold, black font. Below the title, there is a message: "You must choose a new PIN. After setting your PIN, you will need to use it to log on." Below the message, there are two input fields. The first field is labeled "New PIN:" and the second field is labeled "Confirm new PIN:". Both fields are empty. At the bottom of the dialog box, there are two buttons: "OK" and "Cancel". The "OK" button is highlighted with a blue border. The Windows taskbar is visible at the bottom of the window, showing various icons including the Start button, taskbar buttons, and system tray icons.

Pin Reset screen shot (3) - Windows Picture and Fax Viewer

## Set PIN

You must choose a new PIN. After setting your PIN, you will need to use it to log on.

New PIN:

Confirm new PIN:

OK Cancel

# Login with RSA Token for the first time

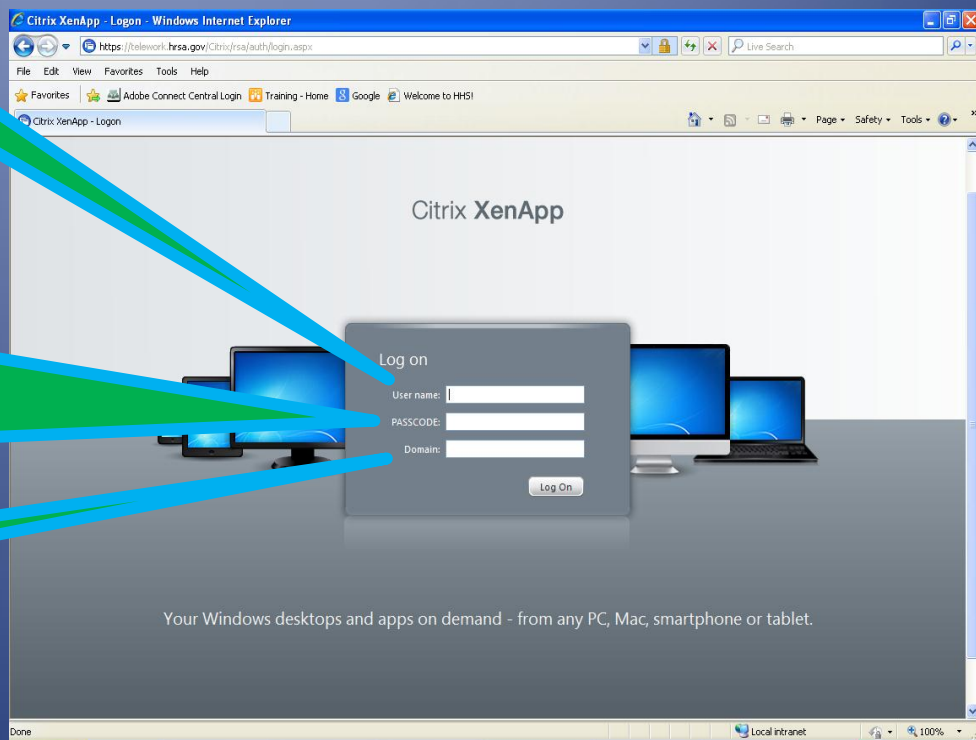


Enter your HRSA  
username e.g. Jdoe

In the **PASSCODE** field type in your **PIN** (the code you just created) followed by the number displayed on your RSA Token. For example, if your PIN is 13131313 and the number displayed on the RSA Token is 123456, you would enter 13131313123456 in the **PASSCODE** field

Enter your domain e.g.  
HRSA

Step 3. Once you have created a valid 8 digit PIN for your RSA Token, the Citrix login page for a RSA Token will appear. Type Your user name, domain (HRSA) and your PIN code followed by the number on your RSA Token.



# Login with RSA Token for the first time

\*\*The first time you login after creating a PIN, you may be prompted to enter the next displayed number on your RSA Token.

Please enter the next six numbers displayed on your RSA Token “without” your created PIN number.

*e.g. 123456*

The screenshot shows a web browser window titled "Citrix XenApp - Enter Tokencode - Windows Internet Explorer". The address bar shows the URL "https://telework.hrsa.gov/Citrix/rsa/auth/next\_tokencode.aspx". The browser's menu bar includes File, Edit, View, Favorites, Tools, and Help. The Favorites bar shows links to Adobe Connect Central Login, Training - Home, Google, and Welcome to HH51. The page content has a Citrix logo in the top right corner. Below the logo, the heading "Enter Tokencode" is followed by a message: "You must enter the next tokencode (that is, the number displayed on your token without your PIN) that appears to complete the login process." Below this message is a text input field labeled "Next tokencode:". At the bottom of the form are two buttons: "Log On" and "Cancel". The Citrix logo is also visible in the bottom right corner of the page content area. The Windows taskbar at the bottom shows the "Local intranet" icon and a 100% zoom level.

# New Citrix Interface

Once you have successfully logged on to Citrix you will see the main page with all of your available resources.

The screenshot displays the Citrix XenApp interface within a Windows Internet Explorer browser window. The browser's address bar shows the URL <https://telework.hrsa.gov/Citrix/legacy/site/default.aspx>. The browser's menu bar includes File, Edit, View, Favorites, Tools, and Help. The toolbar contains links for Favorites, Suggested Sites, Upgrade Your Browser, Google, and Welcome to HHS!. The main content area features a search bar, a login status indicator (Logged on as: elevingston), and a settings icon. Below this, a 'Main' section displays a grid of application icons with the following labels: COOP ONLY, Office 2007, HRSA Desktop, HRSA Desktop - Office 2010, HRSA Intranet, My Network Drives, and Remote Desktop Client. A hint bar below the icons reads: 'Hint: Unable to find the resource you need? Use Search to locate it for you.' Seven blue callout boxes provide descriptions for each application icon. The Windows taskbar at the bottom shows the 'Done' button, several application icons, and the system clock indicating 1:48 PM on 7/24/2012. The status bar at the bottom right shows 'Local intranet | Protected Mode: Off' and a zoom level of 125%.

Citrix XenApp - Applications - Windows Internet Explorer

<https://telework.hrsa.gov/Citrix/legacy/site/default.aspx>

File Edit View Favorites Tools Help

★ Favorites ★ Suggested Sites Upgrade Your Browser Google Welcome to HHS!

Citrix XenApp - Applications

Search Logged on as: elevingston Settings Log Off CITRIX

Main Select view:

COOP ONLY Office 2007 HRSA Desktop HRSA Desktop - Office 2010 HRSA Intranet My Network Drives Remote Desktop Client

Hint: Unable to find the resource you need? Use Search to locate it for you.

Continuity of Operation Plan

This application will allow users to access office 2007 directly.

This application opens a default desktop.

This application will allow users to access office 2010 directly.

This application will allow users to use HRSA's intranet with a federal employee view

This application gives users direct access to HRSA I and H drives.

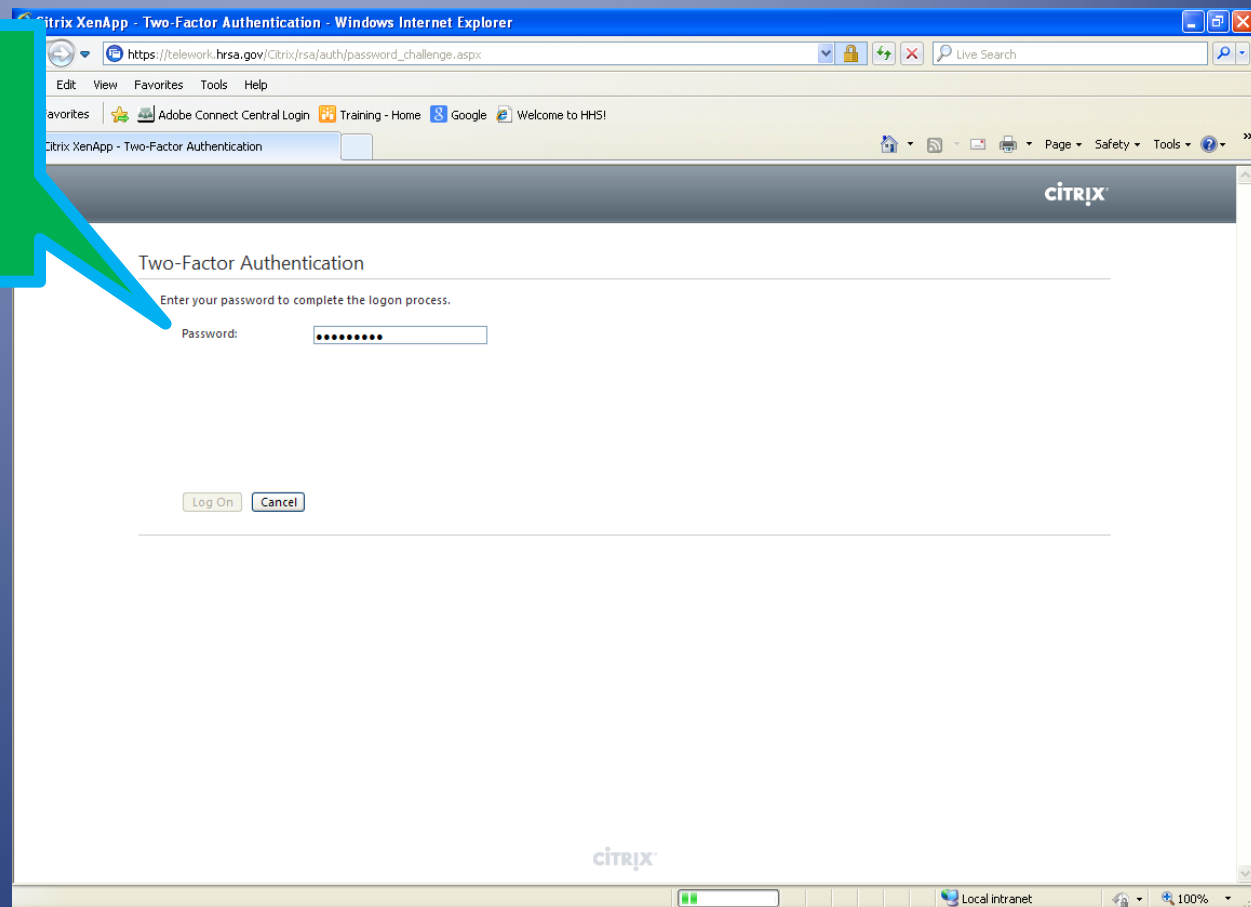
This application gives direct access to a user's workstation.

Done Local intranet | Protected Mode: Off 125% 1:48 PM 7/24/2012

# Login with RSA Token for the first time

The first time you actually login after creating a PIN, you may be prompted to enter your HRSA network password.

Please enter your HRSA  
Network Password




The screenshot shows a Windows Internet Explorer browser window titled "Citrix XenApp - Two-Factor Authentication". The address bar displays the URL "https://telework.hrsa.gov/Citrix/rsa/auth/password\_challenge.aspx". The browser's favorites bar includes links for "Adobe Connect Central Login", "Training - Home", "Google", and "Welcome to HHS!". The main content area of the page is titled "Two-Factor Authentication" and contains the instruction "Enter your password to complete the login process." Below this instruction is a password input field labeled "Password:" with a masked password "\*\*\*\*\*". At the bottom of the form are two buttons: "Log On" and "Cancel". The Citrix logo is visible in the top right corner of the page content and in the bottom right corner of the browser window. The Windows taskbar at the bottom shows the "Local intranet" icon and a 100% zoom level.



# Login with RSA Token

If you have a RSA Token already assigned to you and have created an 8 digit PIN, you can login with your RSA Token.

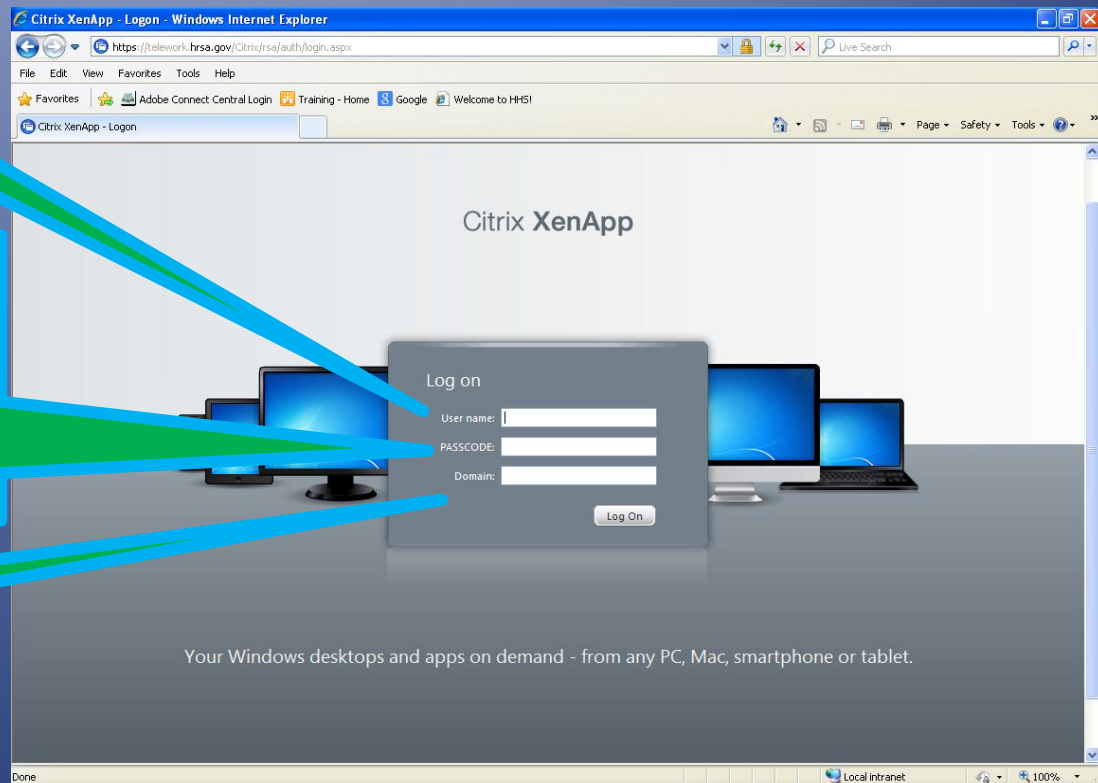
Once you have created a valid 8 digit PIN for your RSA Token, the Citrix login page for a RSA Token will appear. Type your user name, domain (HRSA) and your PIN code followed by the number displayed on your RSA Token.



Enter your HRSA  
username e.g. Jdoe

In the **PASSCODE** field type in your **PIN** followed by the number displayed on your RSA Token. For example, if your PIN is 13131313 and the number displayed on the RSA Token is 123456, you would enter 13131313123456 in the PASSCODE field.

Enter your domain  
e.g. HRSA



Citrix XenApp - Logon - Windows Internet Explorer

https://telework.hrsa.gov/Citrix/rsa/auth/login.aspx

File Edit View Favorites Tools Help

Log on

User name:

PASSCODE:

Domain:

Log On

Your Windows desktops and apps on demand - from any PC, Mac, smartphone or tablet.

Done Local intranet 100%

# New Citrix Interface

Once you have successfully logged on to Citrix you will see the main page with all of your available resources.

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- COOP ONLY**: Continuity of Operation Plan
- Office 2007**: This application will allow users to access office 2007 directly.
- HRSA Desktop**: This application opens a default desktop.
- HRSA Desktop - Office 2010**: This application will allow users to access office 2010 directly.
- HRSA Intranet**: This application will allow users to use HRSA's intranet with a federal employee view.
- My Network Drives**: This application gives users direct access to HRSA I and H drives.
- Remote Desktop Client**: This application gives direct access to a user's workstation.

The bottom of the browser window shows a status bar with "Local intranet | Protected Mode: Off" and a taskbar with various icons. The system clock in the bottom right corner indicates 1:48 PM on 7/24/2012.